

PRESTON BROOK PARISH COUNCIL

18 January 2023

To: **Members of Preston Brook Parish Council**

Dear Councillor,

Dated this eighteenth day of January 2023, you are hereby summoned to attend an ordinary meeting of Preston Brook Parish Council to be held at 20.30 on the twenty-third day of January 2023 to transact business on the agenda.

The meeting will be held in Preston Brook Village Hall, Sandy Lane, Preston Brook, Runcorn, Cheshire, WA7 3AW.

Note to Councillors:

If you are unable to attend the meeting, please notify the Proper Officer of your apologies.

Note to Public:

Members of the public wishing to address the Council are advised to notify the Proper Officer before 10:00 on the day of the meeting outlining the representation they wish to make. Permission to speak at the meeting will be at the discretion of the Council. Public participation session at a meeting shall not require response or debate and should focus on matters relating to items on the agenda. All participants are restricted to a maximum of three minutes. Please note that the Council may not be able to answer any questions on a particular topic if the council has not considered or resolved the matter at a prior meeting. Should this be the case, the Council will advise correspondence with the Proper Officer to request the item be debated at a future meeting. If the question is considered outside the remit of Preston Brook Parish Council, residents will be referred to Halton Borough Council or another appropriate body.

Yours sincerely,



Luke Trevaskis
Proper Officer

TO CONTACT THE PROPER OFFICER, PLEASE EMAIL
clerk@prestonbrookparishcouncil.gov.uk

AGENDA

1. **Apologies** - to receive apologies for absence.
2. **Declarations** - to record declarations of members' interests of a pecuniary or non-pecuniary nature in accordance with the Localism Act 2011 (Sections 26-34 and Schedule 4).
3. **Minutes** - to receive and confirm the minutes of the last meeting.
4. **Police** - to receive and note a report on local crime statistics.
5. **Co-option** - to consider any applications for co-option.
6. **Public Realm**
 - i. to receive an update on public realm projects and agree actions.
 - ii. to consider a request regarding Bridgewater Green.
7. **Village Hall** - to receive an update on the Village Hall and agree actions.
8. **Highways**
 - i. to reconsider a reduced quote for the undertaking of surveys, and preparation of technical documents, to support traffic flow reconfigurations and speed reductions in the parish in order to improve highways safety.
9. **Communication**
 - i. to note the content for the next newsletter is due to be complete by end of the February, for printing in March.
10. **Finance**
 - i. to approve Quarter 3 finance report.
 - ii. to approve the budget for 2023-2024.
 - iii. to approve the precept for 2023-2024.
 - iv. to consider a grant application received from the Pre School.
11. **Planning** - to consider planning matters and agree actions.
 - i. Planning Application 22/00635/FULTEL- to consider planning application and agree actions.
 - ii. Planning Application 23/00001/PRIOR - to consider planning application and agree actions.
 - iii. Planning Application 23/00007/LBC - to consider planning application and agree actions.
 - iv. Conservation - to receive an update on the Conservation Area Status and Neighbourhood Plan.
 - v. To receive an update on prior planning applications, including Summer Farm and Chester Road.
12. **Borough Councillor Report** - to receive a report from ward councillors regarding issues affecting residents within the boundary of Preston Brook PC.

13. **Next Meetings** - to agree meeting schedule/venue for the remainder of the civic year (up to April 2023), taking into consideration that the Village Hall Committee/Trustees have also requested to coordinate their meeting schedule to coincide with Preston Brook PC, to enable councillors/clerk to attend. The Council may consider holding informal remote meetings via Zoom on alternate months, if the Council's officer is delegated power to act upon matters considered during a remote meeting.
14. **Public Forum** - to consider representations from members of the public which have been submitted to the Proper Officer by 10:00 on the day of the meeting and to note each representation is restricted to three minutes.